



RAFFLE REGISTRATION CHECKLIST

California law allows eligible tax-exempt nonprofit organizations to conduct fundraising raffles. Organizations must obtain a raffle permit number from the Attorney General's Registry of Charitable Trusts before holding the event. Use this checklist to guide you through the process.

“ Determine if organization is eligible to hold a charitable raffle.

An “eligible” organization is defined by Penal Code section 320.5(c) as “a private, nonprofit organization that has been qualified to conduct business in California for at least one year prior to conducting a raffle and is exempt from taxation pursuant to Sections 23701a, 23701b, 23701d, 23701e, 23701f, 23701g, 23701k, 23701l, 23701t, or 23701w of the Revenue and Taxation Code.” Note: The organization must be exempt from taxation under California law to be eligible.

“ Prepare the Application for Registration (CT-NRP-1) by completing all fields. Incomplete applications will not be processed.

“ Submit Application and \$20 registration fee payable to Department of Justice.

Mail to: Department of Justice, Office of the Attorney General
Registry of Charitable Trusts
P.O. Box 903447
Sacramento, CA 94203-4470

“ Obtain confirmation of registration. Upon approval, the Registry of Charitable Trusts will send a letter confirming registration that includes a raffle permit number and expiration date.

“ Prepare and submit a Nonprofit Raffle Report (Form CT-NRP-2) after the raffle event has taken place. A report is required for each raffle held.

The Nonprofit Raffle Program is governed by Penal Code section 320.5 and Title 9, section 410 et seq. of California Code of Regulations

Forms, Regulations and Frequently Asked Questions on charitable raffles are available for review and download on the Attorney General's web site <http://ag.ca.gov/charities>.